

## MINUTES OF PRE-BID CONFERENCE

### *CLOSURE CONSTRUCTION AT THE BENTON & CHALFANT LANDFILLS*

Time: 2:00 pm – 3:00 pm

Date: Thursday, April 03, 2008

Location: Chalfant Landfill  
500 Locust Street, Chalfant

#### Attendees:

<u>Name</u>	<u>Representing</u>
Evan Nikirk .....	Mono County Department of Public Works
Phil Touchstone.....	Mono County Department of Public Works
Matt Carter .....	Mono County Department of Public Works
John Adams .....	Argen Environmental, Inc.
Jeff Hansen .....	Conspec, Inc.
Steve Hansen.....	Conspec, Inc.
Brian Crockett.....	Crockett Enterprises
Doug Clair .....	Doug Clair, Inc.
Scott Gilliam .....	Gilliam and Sons, Inc.
Mark Markuicka .....	Ledcor
John Young .....	Ledcor
Rob Morgan.....	Marzano & Sons General Engineering, Inc.
Mert Morgan .....	Marzano & Sons General Engineering, Inc.
David Tanksley .....	McMurtrie-Tanksley, Inc.
Heath Ford .....	Pacific Earthscape, Inc.
Darren Twilegar .....	Rock-n-Dirt, Inc.
Bob Barretta .....	Sierra Equipment

Evan Nikirk, Public Works Director, introduced staff who will be involved with the project: Phil Touchstone, Engineering Technician III, who will perform daily monitoring of the project, and Matt Carter, Project Coordinator, who assists with the County's solid waste projects.

Mr. Nikirk then pointed out the construction lathe that had been established at the site by the County's surveying contractor to delineate the waste footprint and area to receive final cover, noting that the on-site borrow pit will be located between the two areas as shown on the project plans. He explained that the other project site, Benton Landfill, located approximately 22 miles north of Chalfant, will be utilizing the County's borrow pit for cover source material.

Mr. Nikirk explained that the three primary objectives of the project are to 1) place a minimum of two feet of cover over the waste footprint, 2) ensure that a minimum grade of three percent is achieved on all final cover surfaces, and, 3) provide for positive drainage away from the

final cover areas but also to control off-site discharge. He noted that although a minimum of two feet of cover is called for, there may be some areas at the Chalfant Landfill that may require more than that to attain a three percent slope. This issue is currently being evaluated by Mr. Nikirk and the finished grade at each point on the survey grid (see below) would be provided in a bid addendum to be issued next week.

Mr. Nikirk also explained that some grading shown on the grading plans extends off-site but will likely not be necessary. The base topographic maps were done prior to County forces preparing the foundation surface at each site. The transition from final cover to surrounding grades may be feathered in and/or sloped at a rate not to exceed 3:1. The transition from the final cover to native ground upslope of the cover will have to be done in a manner that ensures positive drainage and prevents ponding. If any work off-site or along the property boundary requires the removal of perimeter fencing, the contractor should anticipate it and will be required to replace the fencing; this should be included in his unit price for that work.

A meeting agenda was distributed, Mr. Nikirk reviewed issues in more or less the order of the agenda, then answered questions from contractors. Following was the order of the meeting, comments made, and questions asked and answered:

#### 1. ROLES & RESPONSIBILITIES

- a. *Owner / Engineer / CQA / Inspector* – Mono County owns both project sites. A construction quality assurance plan has been developed for the project and is included in the bid package. Among other things, the CQA Plan provides for testing criteria, meeting protocol, and material gradation specifications. Daily monitoring of the project will be performed by Public Works staff, the County's engineering consultant, and Sierra Geotechnical Services, the County's materials testing consultant.
- b. *Surveying Firm* – the County's surveying firm has established points on a grid and delineated the area to receive final cover at each site as shown on figures 3 and 4 attached to the Special Provisions. The grid will be used to determine the top of foundation layer. Draft copies of figures 5 and 6, showing existing elevations at each point at the project sites were distributed (see copies attached to these minutes). Final figures with existing grade and finish grade will be distributed to all planholders as a bid addendum next week.

The County's surveying contractor will also initially establish the centerline starting point, ending point, and all BC's and EC's for drainage channels and access roads. The contractor is responsible to do whatever is necessary to provide offsets and otherwise carry the information through the project. The County will perform the final as-built survey, including verifying finish grade of the final cover prior to placement of the wood chips (if the alternate is included in contract).

- c. *Materials Testing Firm* – the County will be responsible for materials testing at the frequency specified in the CQA Plan and the contractor will be responsible to pay for retesting at any locations that fail to meet specifications.
- d. *Bidder / Contractor* – no comments made.

## 2. BID DOCUMENTS

- a. *Bid Forms* – Bid forms are included in the bid package as those pages with page numbers beginning with “BD”. Additional detached copies of the bid forms were included with each bid package sent. Additional forms and any portion of the bid package, including project plans, may also be obtained on-line by following links at the County’s website. Public Works staff brought additional copies of full size project plans if any contractors only received reduced copies or wanted additional copies.

Mr. Nikirk emphasized that all subcontractors need to be listed per instructions; he noted that on Tuesday the Board of Supervisors rejected all bids on a different construction project because the low bidder did not comply with this requirement.

- b. *Bid Bond* – a completed bid bond form is required with bid and will be held until the project is awarded and contracted, as described in the bid package.
- c. *Sample Agreement* – a sample of the County’s standard agreement is included in the bid package and it incorporates by reference the project plans, specifications, and the 2006 edition of Caltrans’ standard plans and specifications. Should any issue not be covered by specifications prepared for the project, it will be addressed by the Caltrans specifications.
- d. *Bonds, Insurance, Business License* – Mr. Nikirk noted that the performance bond, labor and materialmen bond, insurance certificates specified in the agreement, and verification of a valid Mono County business license will be required before work begins or, if agreeable to Public Works, “on their way” as stated in the bid package.

## 3. SCHEDULE OF WORK

- a. *Setting Control* – see discussion above
- b. *Contractor Mobilization* – bids will be opened on April 15 and Public Works hopes, but will not guarantee, that the contract will be awarded the same day. A pre-construction meeting will be scheduled following award and contractor mobilization is expected to occur within 14 days of contract award.
- c. *State Regulatory Deadline* – Mr. Nikirk explained that the County is obligated by state solid waste regulations to complete closure activities within a specified period and that penalties will be assessed on the County if the deadline is not met. The 120-day construction schedule and liquidated damages are specified in the Special Provisions.

## 4. CONSTRUCTION

- a. *Submittals* – no submittals or shop drawings are called for or anticipated.
- b. *Access Control / Traffic Control* – the contractor will be required to work without affecting public traffic and operations of the on-site transfer station at each project site. Starting May 1, the hours of transfer station operation are: Chalfant, Fridays 10:30 am to 6:30 pm and Sundays 8 am to 4 pm; Benton, Thursdays 10:30 am to 6:30 pm and Saturdays 8 am to 4 pm.

State solid waste regulations require full control of the site perimeter and prevention of unauthorized access when the transfer station is closed. If a contractor leaves the entrance gate open to a site on days that the transfer station is closed, he must have someone on-site to monitor the gate and prevent public access.

- c. *As-Builts* – the County will be responsible for the as-built survey and drawings. See preceding comments.
- d. *Job Trailer / Contractor Storage* – transfer station operations areas are limited, so the contractor has full use of the remaining portion of the project sites for his operations, including storage of material and equipment, as long as hazardous materials (e.g., diesel drums, hydraulic fluid) are properly stored and contained.
- e. *Water* – bidders are required to find their own water sources. Mr. Nikirk suggested contacting local fire departments for leads or contacting Hi Head Hydro in Chalfant as a possibility. He also will look into the potential of allowing use of the County's hydrant located at the Benton Community Park as an option, but that system has had flow limitations in the past and has been problematic. If it is available, bidders will be advised through a bid addendum issued next week.
- f. *Permits* – the County has an active storm water permit (NPDES) from the Lahontan Regional Water Quality Control Board (RWQCB) for the project sites. Preparation of a Storm Water Pollution Prevention Plan (SWPPP) is not required by the contractor, but BMPs are required. In addition, the Great Basin Unified Air Pollution Control District has told Public Works that a Permit to Construct is not required for the project since the work is at landfills. All other permits, including any road permits or permits from the Department of Fish and Game to draft from local water bodies, are the responsibility of the contractor.

In response to questions, the following answers were provided:

- Geotechnical results of on-site sampling is presented as a Special Provisions attachment.
- Wood chips and revegetation are bid alternates. The County may or may not award them based on budget or timing. If the County awards the alternates, it may elect to schedule that portion of the project later in the year to increase the potential success of revegetation. If so, the schedule and a mobilization cost will be negotiated.
- Clearing and grubbing may not be necessary within landfill boundaries, but is required for construction of the off-site drainage diversion channel at the Chalfant Landfill.
- Rock generated by excavation and screening may be used for rip-rap if it meets project specifications. Excess rock may remain on-site at a location designated by the County.
- Public Works will determine the status of the rock stockpiled at the Benton borrow pit and advise bidders whether it is available (providing it meets specifications) for the project.
- Import material may be used, but it must meet specifications. At a minimum, a portion of the Chalfant borrow pit must be excavated to provide for some storm water retention.
- A local source of crushed rock is the Desert Aggregate pit in Bishop.
- Due to concerns about rock content in the borrow source at the Chalfant Landfill, the County will estimate the yield and advise bidders in a bid addendum next week.
- The County will update its estimate of the on-site wood chip quantity in a bid addendum.
- Bidders may bring their own equipment on-site to evaluate subsurface conditions prior to bidding, but should coordinate with Public Works for access.
- The County will advise bidders whether owner-operator trucks must be listed as subcontractors in a bid addendum to be issued next week.